MISSION COORDINATOR CHECK LIST

25X1A

FROM: START
TO: H-24 (_1100_)

TIME (NLT)	RESP	ACTION	COMPLETED
ASAP	DCOC	Complete & distrubute mission alert notification	_0810 A_
25X1A			
ASAP	DCOC	☐ Acknowledge Receipt of ☐	_0650 A_
ASAP	DCOC	Convert H -hour time to local and record in check list.	_0715 A_
ASAP	DCOC	Complete pilots activity schedule (5) (1-DCO, 1-M/C, 1-Flt Surg, 1-CO, 1-DCOL)	_0705 A_
25X1A			
ASAP	DCOC	Notify & alet the C-130 (21 TCS) ☐ (Alert H+30)	_0830 A_
			_107 0200 Z (1130L)_
25X1A		25X1A Advise that we have an airlift requirement N/A to ☐ / Z . In place time here to pick up TAKE is L+2.00.	
ASAP	DCOC	Check with DCOM to see if Msgs ☐ ☐ have been received by 1004 prior to H-24. ☐	_76 @ 0700 A_ _2/@ 0830 A_
25X1A			
ASAP 25X1A	DCOC	Check with DCOM FOR the check list to be used.	_0700_
25X1A			
		(a) Custom or canned route.	
		(b) Custom route w/option (Delete non-applicalbe items from M/C Checklist i.e. DCOM (A) DCOM (B)	
ASAP	TTFC	Delivers tanker schedule with all C/S - & timing.	_1208 L_

revised 16 Sept 67.

FROM: H -24:00(**9/1100** L)

TO: H -18:00(**1700** L)

TIME NLT	RESP	25X1A ACTION	TIME
H -24:00(~~1400~~ L)	DCOM(B)	~~Received ☐ (via 1004)~~	~~0701 1146~~
H -23:30(**1130** L)	DCOC/	M/C attend Commander's initial briefing. Receive Ops personnel inputs for recovery team. Give to DCS. Prepare access lists for CP and Flt Following Room.	**1130** 25X1A
H -23:00(**1200** L)	SEC	Hangars secured, access lists posted.	**1200**
H -22:00(**1300** L)	COMMO	Recd ☐ Prepare Flimsy	**0200**
H -21:00(**1400** L)	Flt Surg	Results of pilot physicals	**1400**
H -21:00(**1400** L)	DCOC	Send ☐ 25X1A	**1004**
H -20:30(**1430** L)	COMMO	Notify DCM of Freq Channelization and translator code.	**1515** (or so?)
H -19:00(**1600** L)	DCM	Complete TEB and Refuel (Item 8) #1 * (Item 3) #2	**1530** **1600**
H -19:00(**1600** L)	SEC	Advise M/C of Seat Kit No. Prm AC Kit (Enter Bottom or ☐ Sec AC Kit	**105** **123**
H -19:00(**1600** L)	DCOM	Tape Recorders ready in briefing Rm	**1600**
H -19:00(**1600** L)	COMMO	Complete Commo flimsy, cys to: M/C-3, (2 Pilots + 1 CP) and DCOMF-2	**1600**

* DCM REGENERATION

25X1A

Revised 23 August 1967

FROM: H-18:00 (_1700_ L)

TO: H-12:00 (_2300_ L)

TIME (NLT)	RESP	ACTION		TIME
H-18:00(_1700_ L)	DCOMI	Start Intelligence Briefing		0200 _Ma_
H-17:00(_1800_ L)	DCO	Supervise Plt's Initial Briefing		1800
H-16:00(_1900_ L)	DCM	Complete INS pre-flt (item 12)	#1	1430
		25X1D	#2	1200
25X1A H-15:00(_2000_ L)	DCOM(A)	Receive ⬜ (Via 1004)		0200 _Ma_
25X1A H-15:00(_2000_ L)	DCM	Deliver ⬜ with ⬜ Checkout Info.		N/R
25X1A H-15:00(_2000_ L)	COMMO	Deliver ⬜ to M/C if all Info available.		1445
H-13:00(_2200_ L)	DCM	Complete ⬜ (Item 13)	#1	1800
		25X1D	#2	1730
H-13:00(_2200_ L)	DCOM(A)	INS Load Sheet. Deliver to INS		09/1110L _a_
H-13:00(_2200_ L)	Flt Surg	Start Crew Rest		09/2200L
25X1A H-12:30(_2230_ L)	DCOM	Notify M/C of receipt of ⬜ 25X1A (Pkg Data) (Via 1004)		09/0900 _Ma_
25X1A H-12:00(_2300_ L)	DCOC	Send ⬜ Support Msg to 313th		1239
H-12:00(_2300_ L)	DCOM(A)	Receive Wea update flt plan (Via 1004)		10/0945 L

Revised 11 September 1967

25X1A

FROM: H-12:00 (*2300* L)

TO: H- 2:00 (*10/0900* L)'

TIME(NLT)	RESP	ACTION		TIME
H-11:30(*2330* L)	DCOM	Package program to Pkg personnel		*09/8915 92w*
H- 9:00(*0200* L)	DCOW	M/C item (G) Wx effect of ability to launch. 25X1A		*09/210L*
H- 9:00(*0200* L)	DCOC	Send to Hqs		*09/210L*
H- 8:30(*0230* L)	DCM	Complete Pkg Load (Item 15)	#1	*10/0055L.*
			#2	*10/0120L.*
~~H- 6:00(0500 L)~~	~~DCOC~~	~~DCOM(B) advise 313th of Option~~		
~~H- 5:30(____ L)~~	~~DCOM(B)~~	~~Provide load sheet to INS~~		
~~H- 5:00(____ L)~~	~~DCOM(B)~~	~~Receive Wx update flt plan~~		
H- 4:30(*0630* L)	DCOM(A)	Film strip complete		*0545L*
H- 4:00(*0700* L)	AFCS	Report Equip status to DCOC		*0650*
H- 3:45(*0715* L)	CMDR DCO F/Surg	Final decision on primary & spare pilot, notify DCOL		*0715*
H- 3:45(*0715* L)	DCO	Current Airfield Status		*0715*
H- 3:30)*0730* L)	DCM	Start INS (Item 21)	#1	*0725*
		*(Item 14)	#2	*0730*
H- 3:30(*0730* L)	DCO	Final Briefing		*0730)*
H- 2:30(*0830* L)	DCOC	Send confirmation of Coord.		*0400?*

25X1A

  *   DCM REGENERATION

25X1A

Revised 15 September 1967

FROM: H -2:00 (*0900* L)

TO: L HOUR (*1100* L)

TIME (NLT)	RESP	ACTION	TIME
H -1:30(*0930* L)	DCOC	Notify Helicopter Section of ETD *(CONTROLLER)*	*0905*
H -2:00(*0900* L)	DCOMI	E&E Packet turned in to DCOL	*0900*
H -1:35(*0925* L)	DCOW	Letdown plates to pilots	
~~H -1:30(L) DCOM(B) Film strip complete~~			#1
			#2
H -1:25(*0935* L)	F/Surg	Pre-suiting physical	*0935*
H -1:00(*1000* L)	DCOM	Load DCOM material both acft	#1 *1000*
			#2 *1000*
H -0:50(*1010* L)	DCOL	Pilot to aircraft	*1100*
H -1:00(*1000* L)	DCO	Go-No-Go decision	*1000*
H -1:00(*1000* L)	DCOC	Activate HF *(CONTROLLER)*	*1000*
H -1:00(*1000* L)	DCOC	Check latest NOTAMS	*1000*
H -1:00(*1000* L)	DCOC	Assure Chopper alerted	*1000*
H -:45(*1015* L)	DCOL	Pilot hooked up in acft	*1015*
H -:30(*1030* L)	DCM	Start engine	*1030*
H -:15(*1045* L)	DCOC	Cmdr's emerg C.L., Dash-1, CYG Ck list, [ ] in place	*1045*
H -:00(*1100* L)	DCOC	Send [ ]	*1100*
H Hour(*1100* L)	DCOC	Send T/O Msg to 313th	*1100*
H +1:15(*1215* L)	DCO	Release spare (primary)	*1205*
:30 prior to ldg	DCOC	Alert chopper (controller)	*1415*
:30 prior to ldg	DCOC	Notify Transit Alert (controller)	*1415*
:30 prior to ldg	M/C	Prepare [ ] for DTFC or DCO (clip bd) (primary)	*1415*
ASAP after ldg	DCOC	Send [ ] (Msn ldg report)	*1450*
ASAP after ldg	DCOC	Send 313th CNX (ATA) msg	*1450*

25X1A (×5)

*(***

FROM: ~~H +1:00~~ (_1550_ L)

TO: END

TIME (NLT)		RESP	ACTION	TIME
			SECONDARY LAUNCHED	25X1A
ASAP		DCOC	Send ☐ on Primary	
ASAP		DCOC	Send ☐ abort Msg on Prim	
H +1:00(_____ L)		DCOC	Send ☐ on Secondary	
H +1:00(_____ L)		DCOC	Send ☐ T/O on Secondary	
L -:30(_____ L)		DCOC	Notify Helicopter (controller)	
L -:30(_____ L)		DCOC	Notify Trans Alert (controller)	
L Hour(_____ L)		DCOC	Send ☐	25X1A
L Hour(_____ L)		DCOC	Send ☐ Canx - Give ATA	

****

ASAP after ldg		DCOC	Receive CYG Down time, then release Strip Alert/Airborne Alert Tnkr. Notify TTFC.	1450
ASAP after ldg		DCOC	Release Helicopter (controller)	1450
ASAP after Ldg		DCOC	Release C-130 (21TCS)	1450
L +:30(_____ L)		AFCS	Shutdown 25X1A	
L +1:30(_____ L)		DCOMI	Par "C" of ☐ to DCOM	
L +3:30(_____ L)		SEC	Sterilize aircraft	
L Plus (_____ L)		DCOC	Release Acft to DCM	
L +4:00(_____ L)		DCOM	Recording tape and film strip to Security.	
L +5:00(_____ L)		DCO	Review Tanker Msn Report	
L +5:00(_____ L)		DCOM	Tape of debrief to Security	
L +5:00(_____ L)		COMMO	☐ to Security	

25X1A

Revised 23 August 1967

25X1A

BLACKSHIELD

	TITLE	DUE LCL	Z	IN	OUT	ACTION	REMARKS
✓	Msn Alert Wx Fcst		−25	X		WX	(Receive Daily)
✓	Airfield Status	Daily			X	DCOC (Controll)	As of 0900L 25X1A Filed in ☐ Folder
✓	Tanker Msn Alert		−24	X		SAC	
✓	Mission Alert		−24	X		CMDR/DCO DCM	
✓	Ackd Receipt ☐	ASAP			Ⓧ	DCOC	25X1A
✓	Mission Plan Wx Requirement		−23	X		WX/DCO	
✓	Opln Commo Data		−22	X		COMMO/DCO	
✓	☐		−22	X		☐	25X1D 25X1D
✓	Tanker/Wx Scout Recall Word		−22	X		SAC/DCO	
✓	Mission Alert Confirmation	1400	−21		Ⓧ	DCO	
✓	Tanker Support Confirmation	1400	−21		X	SAC	
✓	Isn Plan Wx Fcst	1400	−21	X		WX	
✓	Forward Base Wx Forecast	1400	−21	X		WX	
✓	Wx Scout Request ☐	1500	−20		Ⓧ	DCO	☐ CHANNELS 25X1A

25X1A

PAGE 1

REVISED 5 SEP 67

25X1A

25X1A

BLACKSHIELD

✓		TITLE	DUE LCL	Z	IN	OUT	ACTION	REMARKS
N/R		HF Freq to TTFC	-20 1500			X	COMMO	As Req of Typhoon Deployment
✓		MISSION PLAN#1	-18 1700		X		DCOMP	
✓		Current Intel	-18 1700		X		INTEL	
✓		Msn Pln Wx Fcst	-17:30 1730		X		WX	
✓		Wx Support Confirmation	-17:30 1730		X		DCOC	
✓		Weather Scout Call Sign Confirmation	-17:00 1800			(X)	DCO	Wx Scout Call Signs to _____ WECEN
✓		Forward Base Wx Forecast	-17:15 1745		X		WX	25X1A
✓		Opln Capability	-16:00 1900			X	DCM	As of 1700 Local Daily
✓		Supt Acft Status	-15:00 2000			X	DCM	As of 1700 Local Daily
✓		Mission Pln#2	-15:00 2000		X		DCOMP	Probably 1004
✓		Mission Plan#3	-15:00 2000		X		DCOMP	Probably 1004
N/R			-15:00 2000			X	DCM	REQUIRED ONLY WHEN SO INDICATED ON BOTTOM OF
		GO-NO-GO Wx Requirements	NLT 1330Z 1	1330Z	X		Wx	25X1A 25X1D
✓		Tnkr Msn Wx Fcst	2000		X		SAC/WX	

25X1A

25X1A   25X1A   25X1A

BLACKSHIELD

		TITLE	DUE		IN	OUT	ACTION	REMARKS
			LCL	Z				
✓		Tanker Msn Plan	-13:00		X		SAC	Probably More Than 1 Msg
✓			2200					
✓		Camera Program-ing Data	-12:30		X		DCOMP	Probably 1004 25X1A
			2230					
25X1A ✓		Support Request	-12:00			(X)	DCO	☐ CHANNELS Add Crew Number
			2300					
25X1D ✓		☐	-10:00			X	COMMO	25X1A
			0100					
✓		Non-Opnl Sortie	DAILY			(X)	DCOC (CONTROLL	File in ☐ Folder Sub-mitted Appox 1530L Daily For Next Days Non-Ops Msn
			1530					
✓		Sp Fuel Test	-10:00			X	DCM(POL)	
			0100					
✓		Forward Base Wx Forecast	-9:00			X	WX	
			0200					
✓		Tanker Pre-Sortie Report	-9:00			X	SAC	Probably More Than 1 Msg
			0200					
✓		GO-NO-GO WX Forecast	-9:00		X		WX	
			0200					
✓		Pre-Sortie Report	-9:00			(X)	DCO	
			0200					
		Haz Wx Advisory	-7:00			X	WX	If Adverse Conditions
			0400					
		Haz Wx Advisory	-7:00		X		WX	If Adverse Conditions
			0400					
✓		Tanker Msn Support Execut-ion	-6:00		X		SAC	
			0500					

| ✓ | | | -12:00 | | | (X) | DCom | 25X1D |
| | | | 2300 | | | | | |

25X1A

BLACKSHIELD

25X1A

25X1A

		TITLE	DUE		IN	OUT	ACTION	REMARKS
			LCL	Z				
✓	NR	Final Option Selection	−6 / 0500	−	X		DCOM	
✓		Msn Alert Wx Fcst	−5 / 0600		X		WX	(Receive Daily)
✓		Emerg Seat Pack	−5 / 0600			X	SECURITY	
✓		Forward Base Wx Forecast	−3 / 0800			X	WX	
✓		Met Watch Obs	−3 / 0800			X	WX	
✓		[ ] Coord Confirmation	−3 / 0800		X		DCO	
✓		GO-NO-GO Wx Forecast	−3 / 0800		X		WX	
✓		Spl Fuel Test	−2:30 / 0830			X	DCM(POL)	
✓		313 AD Coord Confirmation	−2:30 / 0830			Ⓧ	DCO	Submit to Hqs
✓	N/R	Wx Scout Rpts	−2 / 0900		X		WX	Will be Received Continuousl Until AR Areas Secured
✓		Airfield Status	Daily			Ⓧ	DCOC (Controll)	25X1A As of 0900 Local Filed in [ ] Folder
✓		Tanker T/O Rpt	As Req			X	SAC	Continous Until all Tankers are Airborne
✓		GO-NO-GO Msgs	−1 / 1000		X		DCO	
✓		Primary Take-off	−0			Ⓧ	DCO	Add Crew Number

25X1A

BLACKSHIELD

TITLE	DUE LCL	Z	IN	OUT	ACTION	REMARKS
Primary Take-off	—O			(X)	DCO	☐ CHANNELS 25X1A
~~Primary Abort~~	As Req			(X)	~~DCO~~	~~FLASH~~
Primary Abort	As Req			(X)	DCO	☐ CHANNELS 25X1A
~~Spare Take-off~~	As Req			(X)	~~DCO~~	~~Number~~
~~Spare Take-off~~	As Req			(X)	~~DCO~~	☐ ~~CHANNELS~~ 25X1A
Tanker Off-load Rpt	As Req		X		DCO/SAC	Continous Until All Fuel Off Loaded
Primary Landing	L			(X)	DCO	
Primary Landing (Canx 313 Support If Msn Completed)	L			(X)	DCO	☐ CHANNELS 25X1A
~~Spare Abort~~	As Req			(X)	DCO	
Spare Abort (Canx 313 Support If Msn Cancelled)	As Req			(X)	~~DCO~~	☐ CHANNELS 25X1A
~~Spare Landing~~	L			(X)	~~DCO~~	
Spare Landing (Canx 313 Support)	L			(X)	DCO	
☐	ASAP			X	COMMO	
Support Termination	ASAP			X	SAC/WX	

25X1A

25X1A

25X1A

PAGE 5

25X1A

BLACKSHIELD

✓		TITLE	DUE LCL / Z	IN	OUT	ACTION	REMARKS
✓		Msn Post Landing	L Plus 2		X	DCO/CMDR	
✓		Tanker Landing	As Req		X	SAC	Continuous Until all Tankers Have Landed
✓		Camera Config	L Plus 3		X	DCM	
✓		Mission Report	L Plus 3		X	DCO/DCOM	25X1A INFO: [ ] "EYES ONLY CMDR"
		Spl Fuel Test	ASAP		X	DCM(POL)	
✓		Opnl Sortie Rpt	ASAP		X	DCO	25X1A Same as Nonop [ ]
✓		INS Tape	ASAP		X	DCOMP	Via 1004 w/message back-up
		Take Progress	ASAP		X	SECURITY	
✓		Final Field Eval Of INS Data	L Plus 10		X	DCM	
		Flash Process	ASAP	X		DCOMP	
		Film Evaluation	ASAP	X		DCOMP	
		INS Tape Eval	ASAP	X		DCOMP	
		INS Film Correle.	L Plus 7 Days	X		DCOMP	
		Take Progress Rpt	*ASAP*		X	*Security*	

25X1D

T O P   S E C R E T   25X1A

GENERAL MSG FORMAT

IMMEDIATE

FROM: DET 4 313ADIV

TO: AFSSO 313ADIV

25X1A

TOP SECRET BLACKSHIELD [   ] CHANNEL

25X1A

(Msg #)

1.

(RELEASER & DTG)